

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: PUBLIC WORKS

DATE: AUGUST 24, 2016

COMMITTEE MEMBERS PRESENT:	OTHERS PRESENT:
SUPERVISORS SIMPSON	JEFFERY TENNYSON, SUPERINTENDENT OF PUBLIC WORKS
CONOVER	REPRESENTING SARATOGA & NORTH CREEK RAILWAY:
FRASIER	JUSTIN GONYO, GENERAL SUPERINTENDENT
MERLINO	ANNA GOMEZ DOMENECH, COMMUNICATIONS & MARKETING SPECIALIST
VANSELOW	KEVIN GERAGHTY, CHAIRMAN OF THE BOARD
MACDONALD	BRIAN REICHENBACH, COUNTY ATTORNEY
	AMANDA ALLEN, CLERK OF THE BOARD
COMMITTEE MEMBERS ABSENT:	FRANK THOMAS, BUDGET OFFICER
SUPERVISORS DICKINSON	SUPERVISORS BRAYMER
SOKOL	MONTESI
WOOD	MIKE SWAN, COUNTY TREASURER
	DON LEHMAN, <i>THE POST STAR</i>
	SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

Please note, the following contains a summarization of the August 24, 2016 meeting of the Public Works Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/works/>

Mr. Simpson called the meeting of the Public Works Committee to order at 11:29 a.m.

Motion was made by Mrs. Frasier, seconded by Mr. Conover and carried unanimously to approve the minutes of the last Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Parks, Recreation & Railroad and DPW Agendas were distributed to the Committee members, copies of same are on file with the meeting minutes.

Commencing the review of the Parks, Recreation & Railroad Agenda, privilege of the floor was extended to Justin Gonyo, *Saratoga & North Creek Railway (SNCR) General Superintendent*, to provide an update on SNCR operations. Mr. Gonyo apprised that the 1st Annual Wine and Rails event that occurred on August 20th was a success, with 221 passengers on the train and a total attendance for the event just shy of 400. He stated the vendors participating consisted of three wineries, one brewery, one distillery and one cheese producer, all of which were from Upstate New York. He informed the vendors were so pleased with the outcome of the event that they proposed scheduling three similar events for next year which he provided a summary of.

Mr. Gonyo informed work had commenced on the Operations Plan for 2017 and would include the addition of more special events. He stated they were focusing on the North Creek Station for events that catered to adults since it was a longer train ride and family themes for the Hadley-Luzerne Station since it was a shorter train ride. He mentioned their plans to continue the Dining Trains with the Pullman Table. He opined the Operations Plan for next year would be finalized in mid September. He added they were reviewing their options in relation to the Snow Train for next year, as well.

Mr. Gonyo stated the next event they had planned was the Fall Foliage Festival scheduled for October 15-16, 2016 at the Hadley Luzerne Station. He said the train would be departing from the Saratoga Station at 10:00 a.m. and a round trip would be offered between the Hadley-Luzerne Station and the Thurman Station. He mentioned the event itself would include bounce houses, high strikers, make your own stuffed animal, food vendors, etc. Mr. Gonyo advised the next large event scheduled this year was the Polar Express which would commence service on November 20th. Mr. Gonyo reported that the service for the North End Local would end on Labor Day.

Mr. Gonyo advised that the Corinth Town Board had turned down their proposal to store 25 empty tanker cars which previously stored formaldehyde concentrate on the storage tracks located there. He said they would continue to seek out other freight opportunities.

Mr. Gonyo informed that he would be traveling in September to Chicago, Illinois with their new Communications & Marketing Specialist, Anna Gomez Domenech to meet with the Marketing Director for Iowa Pacific Holdings.

In conclusion, Mr. Gonyo introduced Ms. Gomez Domenech, reminding the Committee members as part of the new initiative taking place over the next few months he would introduce different SNCR managers to them. Ms. Gomez Domenech provided a brief summary of her experience working in marketing, as well as what she had been working on since she started about a month ago.

Mr. Vanselow mentioned that the Wine and Trail Event had conflicted with the Blue Grass Festival in North Creek and he requested that they meet with him to determine whether next years's events would conflict with ones offered there. A brief discussion ensued following which it was determined that SNCR would meet with Mr. Vanselow to discuss the matter further.

Concluding the Agenda review, Mr. Tennyson distributed copies of photographs of the fairground building demolition work and he provided a brief summary of the work completed; *copies of the photos are on file with the minutes.*

Commencing the review of the DPW Agenda Mr. Tennyson presented the following requests:

Page 1- Request to authorize renewal of agreements with various municipalities for roadway maintenance (snow and ice removal).

Motion was made by Mr. Conover and seconded by Mrs. Frasier to approve the request.

Mr. Conover remarked that he felt they had done a good job over the last few years to ensure the reimbursement rate was more equitable; however, he stated, going forward he would like to see them meet on an annual basis to review the rates to ensure they were set at a level which would provide appropriate compensation to the municipalities.

A discussion ensued following which Mr. Simpson called the question and the motion carried unanimously to approve the request and the necessary resolution was authorized for the September 16, 2016 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Before proceeding with the agenda review, Mr. Tennyson stated he would like to discuss the \$8,000 stipend included in the agreements with various municipalities for roadway maintenance to be paid on each of these contracts to assist the municipalities with paying for equipment efficiencies which reduced the material going on the roads. He stated thus far he had withheld the \$8,000 payments because he was seeking guidance as to what the intent was for the money and how he ensured it was being used appropriately, as well as when the funds should be distributed. He said the way each municipality used the funds varied.

A discussion ensued following which it was determined that Mr. Tennyson would work with Mr. Simpson to draft a letter that would be distributed to the municipalities.

Mr. Merlino exited the meeting at 11:46 a.m.

Page 6- Request to amend the contract with Peckham Road Corp. to expand the scope of work for PIN 1760.03- CR 17, 52 & 79 Pavement Preservation Project in the amount

of \$62,974.35.

Motion was made by Mr. Conover, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the September 16, 2016 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Page 7- Request to authorize an intermunicipal agreement with the Town of Lake George relative to the West Brook Sidewalk Project (H343).

Motion was made by Mr. Vanselow, seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the September 16, 2016 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Page 8- Request to authorize a grant agreement with NYSDOT (*New York State Department of Transportation*) for the West Mountain Road (CR 58) Preservation Project (H366) in an amount not to exceed \$735,618.

Motion was made by Mr. Conover, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the September 16, 2016 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Page 15- Request to increase Capital Project No. H366, West Mountain Road (CR 58) Preservation Project in the amount of \$698,118.

Motion was made by Mr. Vanselow, seconded by Mr. Conover and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Page 16- Request for transfer of funds between various budget codes totaling \$22,000.

A motion was made by Mr. Conover and seconded by Mrs. Frasier to approve the request.

Mr. Thomas suggested that they purchase six containers using funds from the General Fund Unappropriated Surplus now and then include funding within the DPW Budget for 2017 to purchase additional containers.

A discussion ensued following which Mr. Conover amended his motion and Mrs. Frasier amended her second to authorize the purchase of up to eight waste containers using funds from the General Fund Unappropriated Surplus. Mr. Simpson called the question and the motion was carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Returning to the transfer request, Mr. Tennyson requested approval of the portion of the transfer in the amount of \$14,000 from Budget Code D.5110 110, *County Road Maintenance Salaries, Regular*, to Budget Code D.5110 130, *County Road Maintenance Salaries, Part-Time*.

Motion was made by Mr. Conover, seconded by Mr. Vanselow and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the Request for Transfer of Funds is on file with the Minutes.*

Page 17- Request to amend the Table of Organization and Salary Schedule to create the new position of Motor Equipment Operator Medium #26, *Grade 7, Annual Base Salary*

\$30,959, and delete the position of Automotive Mechanic #6, *Grade 9, Annual Salary of \$33,367*, effective September 26, 2016.

Motion was made by Mr. Conover, seconded by Mr. Vanselow and carried unanimously to approve the request and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Page 18- Request to fill vacant position of Automotive Mechanic, *Grade 9, Annual Base Salary \$33,367*, due to termination.

Motion was made by Mr. Vanselow, seconded by Mr. MacDonald and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Page 19- Request for Maja Tiokinska-Scroggins, *Confidential Assistant to the Superintendent of Public Works*, to enroll in the following job-related courses:
Course Title: Intro to Public Speaking
Course Title: Mathematical Function
Course Title: Advanced Bookkeeping
Course Title: Principles of Economic 1
Institution: SUNY Adirondack
Cost: \$2,346.50

Mr. Tennyson advised that the request had been approved by the Committee at their last meeting on July 25th but was tabled at the July 29th meeting of the Finance, Personnel & Higher Education Committee due to questions regarding whether the courses were required as part of the current position or as part of a degree program.

A motion was made by Mr. Vanselow and seconded by Mr. MacDonald to bring the matter to the floor for discussion.

A discussion ensued during which several Committee members voiced their opinion that the Intro to Public Speaking course had no relation to the employees current position.

Mr. Vanselow amended his motion and Mr. MacDonald amended his second to approve the request excluding the Intro to Public Speaking course. Mr. Simpson called the question and the motion was carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Conover suggested that for future requests of this nature Department Heads should review requests to enroll in job-related courses with the County Treasurer and County Administrator before presenting them to their respective Committees to ensure issues such as the one mentioned here could be addressed prior to being brought before the Committee. Chairman Geraghty interjected that he had met with the County Treasurer and reviewed the request fully. He remarked he felt the request should not have been presented to the Committee in the way it was.

A discussion ensued following which it was determined that the policy relating to enrollment in job-related courses was referred to the Finance, Personnel & Higher Education Committee.

Moving on to the Referral/Pending Items section of the agenda, Mr. Tennyson apprised they were awaiting receipt of the grant funds for the household hazardous waste collections from the NYSDEC

(New York State Department of Environmental Conservation).

Mr. Tennyson advised that Page 22 of the Agenda consisted of a request from Mayor Blais, *Village of Lake George*, seeking to increase the percentage the Village of Lake George retained for the collection of parking revenues for the West Brook Parking Lot from 10% to 15%; *a copy of Mayor Blais' letter is included in the agenda packet.*

A discussion ensued concerning the request following which it was determined to hold off on the request until a better conclusion could be made as to the impact on the County Budget.

Moving along, Mr. Tennyson distributed photographs of some paving project; *copies of the photos are on file with the minutes.*

Concluding the agenda review, Mr. Tennyson pointed out the DPW Overtime, and Salt Usage Reports included in the agenda packet.

There being no further business to come before the Public Works Committee, on motion made by Mr. Conover and seconded by Mr. Vanselow, Mr. Simpson adjourned the meeting at 12:24 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board